

VILLAGE OF INDIAN HEAD PARK, ILLINOIS
201 Acacia Drive
Indian Head Park, Illinois 60525

BOARD OF TRUSTEES
OPEN SESSION MINUTES
December 10, 2015

“Pursuant to 5 ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”

CALL TO ORDER: Mayor Tom Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, December 10, 2015 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

ROLL CALL: Laurie Scheer, Village Clerk

PRESENT (and constituting a quorum):

Trustee O’Laughlin
Trustee Wittenberg
Trustee Farrell Mayer
Trustee Mann
Trustee Metz
Trustee Lopez

ABSENT:

Maureen Garcia, Treasurer

ALSO PRESENT:

John DuRocher, Village Administrator
Patrick Brankin, Village Attorney, Schain Banks Kenny & Schwartz
Ray Leuser, Interim Chief of Police
Erica Stewart, Administrative Assistant
Mary Crowley, Planning and Zoning/Administrative Assistant
Edward Santen, Public Works Superintendent

RESIDENTS - 6

PLEDGE OF ALLEGIANCE recited

MAYOR'S REPORT:

Thank you to Bill McConaughy for the many wonderful years of service. You will be missed by all in the Village. Mr. DuRocher presented Mr. McConaughy with commemorative set of Indian Head Park golf balls.

The Chief of Police of Countryside sent a letter to the Village thanking Chief Leuser for the Police Department's fine service.

There are three open positions in the Village. One position is the office and two are with the Public Works Department. Those descriptions can be found on the Village website.

There was a meeting held regarding the I55 lane project. It looks as though there isn't change coming to our area. The project is in the evaluation stages. You can find information regarding the project at I55managedlaneproject.org.

Welcome to Patrick Brankin our new Village Attorney. He is with the firm of Schain Banks Kenny & Schwartz with concentration in municipal law. We have made a lot of changes in the Village. We have replaced both our engineering firm and legal firm. We are currently in the process of an RFP for audit firms. We have embarked on these changes with the belief that we can get better service and reduce costs.

MOTION TO ACCEPT ITEMS A THROUGH D ON THE CONSENT AGENDA: Motion to Accept Items A through D on the Consent Agenda [A. Approval of November 12, 2015 Board Minutes; B. Approval of Payables for the Period Ending November 30, 2015 in the amount of \$411,819.66; C. Approval of Financial Report for Month Ending November 30, 2015; D. Meeting Schedule 2016]. Trustee Metz moved, seconded by Trustee Farrell Mayer. Motion carried by roll call vote (6-0-0).

MOTION TO RECONSIDER CONSENT AGENDA ITEM A: moved by Trustee Metz; seconded by Trustee Wittenberg. Motion carried by voice vote (6-0-0).

MOTION TO ACCEPT ITEMS B THROUGH D ON THE CONSENT AGENDA: Motion to Accept Items A through C on the Consent Agenda [B. Approval of Payables for the Period Ending November 30, 2015 in the amount of \$411,819.66; C. Approval of Financial Report for Month Ending November 30, 2015; Meeting Schedule 2016]. Trustee Metz moved, seconded by Wittenberg. Motion carried by roll call vote (6-0-0).

MOTION TO DISCUSS AMENDMENTS TO NOVEMBER 12, 2015 MINUTES; moved by Trustee Metz; seconded by Trustee Wittenberg. Motion carried by voice vote (6-0-0).

Trustee Metz requested that the vote regarding the Central Blacktop Payment reflect the Trustee's vote for the record.

MOTION TO APPROVE THE SUBSTITUTE MOTION OF THE NOVEMBER 12, 2015 MINUTES AS AMENDED; moved by Trustee Metz; seconded by Trustee Wittenberg. Motion carried by roll call vote (6-0-0)

MOTION TO APPROVE ITEMS B THROUGH D ON THE CONSENT AGENDA: Motion to Approve Items B through D on the Consent Agenda [B. Approval of Payables for the Period Ending November 30, 2015 in the amount of \$411,819.66; C. Approval of Financial Report for Month Ending November 30, 2015; D. Meeting Schedule 2016]. Trustee Wittenberg moved, seconded by Farrell Mayer. Motion carried by roll call vote (6-0-0).

BUSINESS AGENDA ITEMS:

- A. Civic Plus Website Update: Trustee Lopez updated the Board on the progress of the reference checks. Items for discussion were the Civic Mobile App which would give the Village the ability to customize an app for smartphones, tablets, etc. Trustee Lopez informed the Board that it would be more cost effective to add it now opposed to adding it later. Also, the suggestion to have the two-day training as part of the package. At the January, 2016 meeting we will have a contract and all details ready for the Board to vote.
- B. Tax Levy Ordinance: Mr. DuRocher discussed the Tax Levy Ordinance. **Motion to Approve the Tax Levy Ordinance No. 2015-23 for the Village of Indian Head Park.** Moved by Trustee Wittenberg, seconded by Trustee Metz. Motion carried by roll call vote (6-0-0).
- C. Property Tax Limitation Resolution: Mr. DuRocher discussed the Resolution and its meaning. **Motion to Approve Resolution 12-15-1 Property Tax Limitation Resolution for the Village of Indian Head Park** moved by Trustee O'Laughlin; seconded by Trustee Lopez. Motion carried by roll call vote (6-0-0).
- D. S.E.A.S.P.A.R.: Mr. DuRocher explained the Resolution. **Motion to Approve Resolution 12-15-2 for the Village of Indian Head Park** moved by Trustee O'Laughlin, seconded by Trustee Mann. Motion carried by roll call vote (6-0-0).
- E. Central Blacktop Final Payout: Mr. DuRocher informed the Board of his discussions with Central Blacktop and the work completed. **Motion to Approve Final Payout to Central Black Top in the Amount of \$122,248.29;** moved by Trustee Mann, seconded by Trustee Lopez. Motion carried by roll call vote (5-1-0). Trustees Mann, Lopez, Wittenberg, Farrell Mayer, and Metz voted yes. Trustee O'Laughlin voted no.
- F. Water Rate Ordinance: Mr. DuRocher summarized previous discussions regarding infrastructure and rates. **Ordinance No.: 2015-24 MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 3.30 ENTITLED "FEES AND CHARGES" OF TITLE 3 ENTITLED "REVENUE AND FINANCE" AND SECTION 13.08.150 ENTITLED "WATER RATES" OF CHAPTER 13.08 ENTITLED, "WATER SERVICE SYSTEM" OF TITLE 13 ENTITLED "PUBLIC SERVICES" OF THE INDIAN HEAD PARK MUNICIPAL CODE WITH AMENDMENTS OF THE REDUCTION OF WATER SERVICE AVAILABILITY CHARGE MULTI-FAMILY RESIDENCES RECREATIUN FACILITIES/CLUB HOUSES FROM \$600 TO \$300 AND SEWER SERVICE**

**AVAILABILITY CHARGE MULTI-FAMILY RESIDENCES SINGLE WATER METER
SERVING RECREATION FACILITIES/CLUB HOUSES FROM \$233.33 TO \$116.67**

moved by Trustee Metz, seconded by Trustee Farrell Mayer. Motion carried by roll call vote (6-0-0).

REPORTS:

Rita Farrell Mayer *Communications/Planning and Zoning* – The next issue of the Smoke Signals will be out next month. We are looking for ads and articles to include in the issues. The Planning and Zoning meeting was cancelled this month. No report.

Trustee Metz *Finance/Economic Development* – The I55 Managed Lane Project has been in the evaluation stages since 2012. The group is looking at the congestion on I55 and ways to alleviate some of the congestion. IDOT is looking for comments/suggestions. You can visit their website at I55managedlaneproject.org. The project is currently not funded

Trustee Wittenberg *Police Department/911/Economic Development/Planning & Zoning* – The ribbon cutting ceremony for the new owners of Milano Day Spa took place on December 5th. Informal discussions have been taking place with the Countryside Business Association to brainstorm and see if the businesses in Indian Head Park would like to participate and network.

Trustee O'Laughlin *Parks and Recreation/Finance/Police/911* – There will be a planning meeting in January to discuss a picnic in the park with SEASPAR. Santa will be visiting Village Hall December 19th from 9:30 – 11:30 a.m.

Trustee Mann *Public Works* – The new engineering firm has been working with us regarding the road analysis that will be taking place.

Trustee Lopez *Communications/Website* – Ashbrook is requesting a security presentation be conducted by the police department. The presentation can then be tailored to each neighborhood.

ATTORNEY REPORT: *Patrick Brankin*

Thank you for the welcome.

ADMINISTRATOR REPORT:

Mr. DuRocher – As a background to the hiring of Schain Banks, an RFP was sent out and a series of interviews had taken place with the Mayor and Trustees.

Budget worksheets will be going out in January.

STAFF REPORTS:

Interim Chief Leuser *Police Department* – The police department has been working with the Highlands School and Ombudsman School participating in drills with the Fire Department.

The Police Department now has a contract with a collection agency to collect delinquent funds from citations written to individuals.

Ed Santen *Public Works* – The sewer televising project is currently taking place. The televising should be done next week and the findings will be presented to the Village Engineer. If there are any repairs needed, a plan will be presented with a budget. The report will be received shortly and, we will know if there are any leaks.

The parking re-striping around Village Hall will take place on December 11th.

The Wilshire Green meters had new registers placed on the meter heads so the usage has been identified. Meters have been ordered based on the usage and coordination of installation will begin shortly.

ADJOURNMENT:

There being no further discussion, Trustee O'Laughlin moved, seconded by Trustee Mann, to adjourn the Village Board of Trustees meeting at 9:15 p.m. Motion carried by voice vote (6-0-0)

Submitted by Laurie Scheer, Village Clerk